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15 SEP 1969

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 12 September 1969

1. Possible Retirement Date Delay: Beginning with our employees who are scheduled to retire in September 1969, we are getting in touch with each person and informing him of the possible passage of the Daniels' Bill and the opportunity to request a deferment of his retirement date under provisions of the Director of Personnel's authority as defined in the memorandum to the DCI, approved on 5 September 1969.

2. Position Classification:

25X1A

a. [REDACTED]

25X1A

We are reviewing the guard positions at the [REDACTED] in order to determine whether any upgradings are justified based on revised classification standards issued recently by the Civil Service Commission.


25X1A

b. Office of Training

We are reviewing State Department's pay schedule for contract language instructors to determine whether the salary paid to our instructors in the Office of Training is comparable to those employed by the State Department.

25X9

3. Hurricane Camille Relief Fund: \$6,398.33 has been collected from [REDACTED] contributors.

 Robert S. Wattles
Director of Personnel

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25X1A

OD/Pers [REDACTED] kw (15 Sept 1969)

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Excluded from automatic
downgrading and
declassification